

## Notice of Senate Applications and Elections

Applications: 12 am Monday 21 July to 11.59 pm Sunday 3 August 2025

Elections: 12 am Monday 11 August to 11.59 pm Sunday 17 August 2025  
(if required)

Vacancies exist for 6 positions for students on Federation University's Student Senate. All Senate positions are for a two-year term, ending at the end of Semester 1, 2027 (Semester Code - 2705). The students successfully elected to these positions will be expected to attend up to eight meetings per year by videoconferencing, should anticipate around an hour of duties per week on average, and to attend several days of training across the year.

In addition to the eligibility criteria given against each role below, at time of applying all students must:

- i. Studying at a time fraction of 0.5 or more;
- ii. Not employed by the University at a time fraction of 0.5 or more;
- iii. 18 years or over (not applicable to Federation College and VCE VM & VPC Students); and
- iv. Not currently serving a custodial sentence.

The election is governed by the Federation University Australia (Operations) Regulations, Part 5, Divisions 1, 3, 4, 5, 6, 7, 8 and 9.

We recommend you download and open this form in Adobe Reader or equivalent, not in your browser.

## Call for Applications

Specific roles may carry additional duties, check the Position Descriptions for more information. Position Descriptions are available at [www.federation.edu.au/student-senate](http://www.federation.edu.au/student-senate) or on request from [returningofficer.studentsenate@federation.edu.au](mailto:returningofficer.studentsenate@federation.edu.au)

Position Name	Position Summary	Eligibility
Gippsland Area Student Representative (1 position)	Acts to advocate on behalf of all students at the Gippsland campuses.	Open to Higher Education students enrolled at a course at the University's Gippsland Campus.
Student Representative from the Institute of Education, Arts and Community (2 positions)	Acts to advocate on behalf of all students within Institute Of Education, Arts and Community.	Open to students enrolled within the Institute.
Student Representative from the Institute of Health and Wellbeing (2 positions)	Acts to advocate on behalf of all students enrolled in the Institute of Health and Wellbeing.	Open to students enrolled within the Institute.
Metro Area Student Representative (1 position)	Acts to advocate on behalf of all students at the Melbourne or Sydney City campus.	Eligibility open to Higher Education students enrolled at a course at the University's Melbourne or Sydney City campus.
Federation Tafe Student Representative (1 position)	Acts to advocate on behalf of TAFE students across all Campuses.	Open to TAFE students enrolled at a course at the University.

## Application Process

To complete the form applicant students must have two other students endorse their application. The applicant and two endorsers must all be currently enrolled students at Federation University. Application forms will be available from 21 July 2025 at [www.federation.edu.au/student-senate](http://www.federation.edu.au/student-senate). Notification of forms being available will be emailed to all students 21 July 2025.

## Written, Photo or Video Policy Statement

Each form must be submitted with a policy statement and photograph for use on Federation University Student Senate web pages, campus noticeboards and Senate social media. Policy statements must not exceed 300 words and photographs should be in JPEG format, cropped square, have a background and be taken in good lighting. Alternatively, students may submit a pre-recorded video statement, which will be posted to the Federation University Student Senate web pages, campus noticeboards and Senate social media. The video should not exceed three minutes in length. MP4 or AVI format are preferred. Those submitting videos must still provide a separate photo and a transcript of the statement for accessibility.

## Submissions

Completed nomination forms, along with a policy statement and photo, must be lodged no later than 11.59 pm Sunday 3 August 2025, to the Returning Officer, in one of the following ways:

Attached to an email sent to [returningofficer.studentsenate@federation.edu.au](mailto:returningofficer.studentsenate@federation.edu.au)

OR

Mailed to: Returning Officer, Student Senate, Level 1, U Building, Federation University, University Drive, Mt Helen, 3350

## Voting Arrangements

If there is more than one application for any given position, an election will be held 12 am Monday 11 August to 11.59 pm Sunday 17 August 2025. An online voting form will be made available at [www.federation.edu.au/student-senate](http://www.federation.edu.au/student-senate) and emailed to all enrolled students. The election uses a first-past-the-post voting system where each voter has a single vote and the candidate with the most votes wins. All enrolled students at Federation University are eligible to vote.

For some positions, there are additional voting restrictions. For example:

- Campus-specific roles are elected by students who principally study at that campus.
- Distance/online representative to be elected by distance/online students.
- TAFE roles are to be elected by TAFE students.
- Higher Education roles are to be elected by Higher Education students.
- Institute specific roles are to be elected by the students of that institute.

At the close of the election, results will be announced to the candidates who will have 48hrs to lodge a dispute should they have any concerns. Disputes will be resolved by the Executive Officer in conjunction with the Dean of Students and the complainant. Complainants will receive timely communication and be informed of the outcome of their dispute. Election results will be announced University-wide within 10 working days of the Election closing or upon resolution of outstanding disputes.

## Enquiries relating to these arrangements may be referred to:

Thomas Burningham-Glover  
Returning Officer, Student Senate  
Phone: (03) 5327 6978  
Email: [returningofficer.studentsenate@federation.edu.au](mailto:returningofficer.studentsenate@federation.edu.au)